



EMPLOYER SERVICE PURCHASE (815)
NORTH DAKOTA RETIREMENT AND INVESTMENT OFFICE
TEACHERS' FUND FOR RETIREMENT DIVISION
SFN 53762 (7-03)

In compliance with the Federal Privacy Act of 1974, the disclosure of the individual's social security number on this form is mandatory pursuant to 26 U.S.C. § 3402. The individual's social security number is used for tax reporting and as an identification number.

Please see reverse side for important eligibility information on employer service credit purchases.

To be completed by participating employer:

Employer Name		Employer Number
Address	City, State, ZIP	Telephone Number
Administrator's Name		Title
Employee/Member Name		Social Security Number
Number of Years To Purchase		Cost

☐ Yes ☐ No Has the employer developed a written policy on employer service purchases that meets applicable federal and state requirements?

☐ Yes ☐ No Does the member meet applicable eligibility requirements?

I understand that the above named employer can purchase up to three years of TFFR service credit on behalf of the above named active member at the actuarial equivalent cost paid in a lump sum prior to the member's retirement. I certify that the employer listed above has developed written guidelines for employer service purchases and that these guidelines meet the terms and conditions listed on the reverse of this form. I further certify that the member was not given the option to receive the purchase price in cash.

Authorized Signature of Employer

Title

Date

RETURN TO:

ND Retirement and Investment Office
P.O. Box 7100, 1930 Burnt Boat Drive
Bismarck, ND 58507-7100
Telephone: 701-328-9885
Toll free: 800-952-2970
Fax: 701-328-9897
www.discovernd.com/rio

This form is available in an alternate format upon request.

Copies to: RIO
Employer
Member

Employer Service Purchase Information

The North Dakota Teachers' Fund for Retirement (TFFR) may accept payment from a participating employer for the purchase of up to three years of service credit on behalf of an active TFFR member. This credit is used towards a member's retirement eligibility and benefit calculation. Employer service purchases may be made under the following conditions.

- 1) The member may not be given the option to choose between an employer service purchase and an equivalent amount paid in cash. As long as the member has no "cash-or-deferred" choice, the member is not taxed on the purchase.
- 2) The member must be eligible or nearly eligible for retirement. To be eligible, either the sum of the member's age plus service credit must be at least 77, or the member must be at least age 55 with at least three years of service credit.
- 3) The employer may purchase a maximum of three years of credit for the member under guidelines developed by the employer.
- 4) The purchase price must be determined on an actuarially equivalent basis that takes into consideration the member's age, salary, and increase in benefits that will be paid as a result of the service credit purchase.
- 5) The employer must pay the purchase price in a lump sum prior to the member's retirement. Once the amount is paid to TFFR, the service credit purchased will be added to the member's account. However, the actual dollars do not become a part of the member's account value.

The employer must develop written guidelines to determine which employees are eligible to receive an employer service purchase. For example, an employer may wish to use the employer service purchase feature as part of an early retirement program or employee retention program. In developing guidelines, the employer must comply with applicable state and federal laws, including the federal Age Discrimination in Employment Act (ADEA). Employers should work with legal counsel in developing appropriate policies to ensure legal compliance.

TFFR is not itself a party to the agreement between the employer and the member. In general, TFFR will provide the purchase price amount to the employer, and if the service is purchased, TFFR will credit the service to the member. At retirement, the employee's benefits will be calculated using all years of service credit (earned and purchased). TFFR will also determine compliance with IRC Section 415 benefit limitations.

If you have any questions, please contact the administrative office.